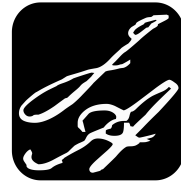


**JEFFERSON ACADEMY**  
**Board of Directors Retreat**  
**Saturday, July 27, 2013**



**JEFFERSON**  
**ACADEMY**

**Location:** 1492 Shepard Lane  
Farmington, UT 84025

**In Attendance:** Keith Facer, Shelley Young, Joshua Spilker, Kristi Carlston, Neal Harris  
(phone)

**Others in Attendance:** Valerie Shaw (Director), Kim Dohrer (AW), Steve Davis (AW), Kara  
Finley (AW)

Jefferson Academy will offer an academically challenging and content-rich history-centered curriculum that incorporates the study of American citizenship and is based on the Core Knowledge Sequence. Jefferson Academy will provide an environment in which every student has the opportunity to gain a strong foundation of knowledge in world and American history, classic literature, science, math and fine arts. It is the desire and mission of this school to have every child be challenged, experience success and master basic skills, grow in academic ability and content knowledge, and develop an understanding and appreciation for our nation's heritage and founding principles.

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## **MINUTES**

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**8:21 AM – CALL TO ORDER by Keith Facer**

**CLOSED SESSION TO DISCUSS PERSONNEL & LITIGATION**

- Keith Facer moved to enter a Closed Session to discuss the character, professional competence, or physical or mental health of an individual and to discuss pending or reasonably imminent litigation; Joshua Spilker seconded. Motion passed unanimously, the votes were as follows:

- Keith Facer – AYE
- Shelley Young – AYE
- Joshua Spilker – AYE
- Kristi Carlston – AYE
- Neal Harris – AYE

Entered Closed Session at 8:22 AM.

- Keith Facer moved to adjourn the Closed Session; Joshua Spilker seconded. Motion passed unanimously, the votes were as follows:
  - Keith Facer – AYE
  - Shelley Young – AYE
  - Joshua Spilker – AYE
  - Kristi Carlston – AYE
  - Neal Harris – AYE

Adjourned Closed Session and entered Board Meeting at 9:15 AM.

## **REPORTING**

- **School Update**

Valerie Shaw reviewed the standing of the school with the Board. The school will utilize the SAGE testing model this coming school year. Other testing will be utilized by the school as well to help gauge student understanding and additional testing sources are being reviewed. Teachers are going to be trained on how to understand testing data and analyze the results to improve student education.

Training on Reading Street was held for teachers in June. The teachers were excited about the direction of the program and felt more confident about the program and resources available. Saxon Math is still being evaluated and other pieces may be used to help supplement the program to help students comprehend the curriculum. The school is going to emphasize students mastering core curriculum standards this year.

- **Directors Vision**

Valerie Shaw reviewed her vision of the school with the Board, including: retention, enrollment, reputation, parent involvement, high academics, master educators, and technology integration.

## **BREAK FROM 9:48 AM to 9:56 AM**

## **STRATEGIC PLANNING**

- **SCOT Analysis, Goal Planning, and Five-Year Plan**

The Board discussed the strengths, challenges, opportunities, and strengths of the school. The Board discussion included academic achievement, stability, and enrollment.

Goals based on the SCOT Analysis were discussed, including key areas of technology, academic achievement, and teacher and student stability. Technology will include the five-year plan, a timeline for purchases, and professional development for staff. Academic achievement included educating the community on school growth and proficiency.

The role of the Board was discussed and helping staff understand the parameters of Board service. The Board wants to help the community understand that they act as a whole and not as individual members.

- **Junior High Model Philosophy & Enrollment Planning**

Enrollment for the 2013-2014 school year was reviewed and then projected enrollment for the next five years was presented. The projections are based on student numbers, bubbles, and grade configuration. Commitment to student achievement at the school and proceeding forward with the current configuration was considered.

## **CONSENT ITEMS**

Neal Harris was not present for the remainder of the meeting starting at 11:31 AM.

- **Meeting Minutes**  
Keith Facer moved to approve the June 13, 2013 Annual Board Meeting and Closed Session Minutes; Kristi Carlston seconded. Motion passed unanimously.
- **New Hires**  
Shelley Young moved to ratify the New Hires as follows: Nicole Jones, David Balling, Maria Ellis, Heidi Esplin, Hannah Lambert, Suzanne Larsen, April Ricks, Vickie Morton, Tara Cameron, Talyn Vilisanor, Kathryn Reynolds, Lorna Park, Ashley Rigby, Kathryn Ariati, Deena Lundgreen, and Gary Silver; Kristi Carlston seconded. Motion passed unanimously.

## **VOTING ITEMS**

- **Policy Governance Revisions**  
Joshua Spilker moved to table the Policy Governance Revisions; Shelley Young seconded. Motion passed unanimously.
- **Annual Contracts**  
Joshua Spilker moved to table the Annual Contracts; Keith Facer seconded. Motion passed unanimously.
- **Teacher Laptops Purchase**  
Valerie Shaw reviewed the proposed technology purchase and replacing teacher computers that are outdated. The old computers will be utilized in the classrooms where possible. Professional development will take place to train teachers to use the MacBooks and utilize the older computers.  
Joshua Spilker moved to approve the teacher laptop purchase from ETS for \$45,000; Keith Facer seconded. Motion passed unanimously.
- **Peak Alarm Service Additions**  
Valerie Shaw reviewed the remodel to the school to improve school security and the need to secure the building, including additional monitoring services. The existing library doors would remain locked during school hours and parents would be required to check-in at the main office before entering the school.
- **Library and Storefront Entrance Doors and Remodel Costs**  
Valerie Shaw reviewed the bids and proposals for the door remodeling to the school, including costs and vendors. Each part of the remodeling project will be reviewed and purchased separately, including the electrical, sheetrock, and door services.  
Joshua Spilker moved to approve the Ace Home Services/Sheldon Adams door purchase for \$7,326; Shelley Young seconded. Motion passed unanimously.
- **Cabinets Purchase**  
The additional cabinets purchase for teacher pantries, library shelves, office/sickroom, and workroom shelves was reviewed, including the bidding process.  
Keith Facer moved to approve the Lamwood Cabinets purchase for up to \$21,000; Shelley Young seconded. Motion passed unanimously.
- **Director Cell Phone Agreement**  
Joshua Spilker moved to approve the Directors Cell Phone Agreement at \$100 per month for the duration of employment; Keith Facer seconded. Motion passed unanimously.

**DISCUSSION ITEMS**

- Next Board Meeting on September 12, 2013 at 7:00 PM.

**ADJOURN**

- Keith Facer moved to adjourn the Board Meeting; Kristi Carlston seconded. Motion passed unanimously.  
Board Meeting adjourned at 12:13 PM.

**JEFFERSON ACADEMY**  
**Board of Directors Closed Session**  
**Saturday, July 27, 2013**



**JEFFERSON**  
**ACADEMY**

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## **MINUTES**

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**8:22 AM – CALL TO ORDER by Keith Facer**

Closed Session to discuss the character, professional competence, or physical or mental health of an individual.

**9:04 AM – CALL TO ORDER by Keith Facer**

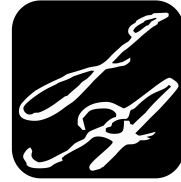
Closed Session to discuss pending or reasonably imminent litigation.

**ADJOURN**

- Keith Facer moved to adjourn the Closed Session; Joshua Spilker seconded. Motion passed unanimously, the votes were as follows:
  - Keith Facer – AYE
  - Shelley Young – AYE
  - Joshua Spilker – AYE
  - Kristi Carlston – AYE
  - Neal Harris – AYE

Adjourned Closed Session and entered Board Meeting at 9:15 AM.

**JEFFERSON ACADEMY**  
**Board of Directors Closed Session**  
**Saturday, July 27, 2013**



**JEFFERSON**  
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**Location:** 1492 Shepard Lane  
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**AFFIDAVIT**

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**This Closed Session was held to discuss the character, professional competence, or physical or mental health of an individual pursuant to Utah Code 52-4-205(1)(a).**

**This Closed Session was held to discuss pending or reasonably imminent litigation pursuant to Utah Code 52-4-205(1)(c).**

  
\_\_\_\_\_  
Keith Facer, Chair

  
\_\_\_\_\_  
Date